

SOUTH DAKOTA WIC PROGRAM STATE PLAN

PUBLIC COMMENT BY July 11, 2008

PROGRAM: SPECIAL SUPPLEMENTAL NUTRITION PROGRAM FOR WOMEN, INFANTS & CHILDREN (WIC)

AGENCY: SOUTH DAKOTA DEPARTMENT OF HEALTH

ACTION: PUBLIC COMMENT ON STATE WIC PLAN

SUMMARY: THIS WEBSITE OFFERS AN OPPORTUNITY FOR PUBLIC COMMENT ON THE DEVELOPMENT OF THE SOUTH DAKOTA STATE AGENCY WIC PLAN FOR 2009. IT DESCRIBES THE MANNER IN WHICH THE STATE AGENCY INTENDS TO IMPLEMENT AND OPERATE ALL ASPECTS OF PROGRAM ADMINISTRATION WITHIN ITS JURISDICTION AND INCORPORATES POLICIES AND PROCEDURES TO CARRY OUT THE SPECIAL SUPPLEMENTAL NUTRITION PROGRAM FOR WOMEN, INFANTS & CHILDREN (WIC).

THE 2009 STATE PLAN IS AN ABBREVIATED PLAN WITH THE INITIAL COMPLETE PLAN DEVELOPED IN 2002. AREAS OF THE PLAN HIGHLIGHTED IN YELLOW ARE UPDATES THAT WERE MADE FOR THE 2008 STATE PLAN SUBMISSION. THERE MAY BE SECTIONS THAT ARE NOT UPDATED AND WILL NOT APPEAR IN THE PLAN.

EFFECTIVE DATE: OCTOBER 1, 2008

FOR FURTHER INFORMATION OR TO RECEIVE A COMPLETE COPY OF THE PLAN CONTACT: RHONDA BUNTROCK, (605) 773-4786.

SUPPLEMENTARY INFORMATION: THE COMPLETE STATE PLAN INCLUDES AN OUTLINE OF THE STATE AGENCY'S GOALS AND OBJECTIVES FOR PROGRAM OPERATIONS, THE PROCEDURE MANUAL AND THE FOLLOWING FUNCTIONAL AREAS:

1. VENDOR MANAGEMENT
 - A DESCRIPTION OF THE FOOD DELIVERY SYSTEM AS IT OPERATES AT THE STATE AGENCY LEVEL WHICH INCLUDES, VENDOR SELECTION CRITERIA, AUTHORIZATION, MONITORING, TRAINING, SANCTIONS AND CIVIL MONEY PENALTIES.
2. NUTRITION SERVICES
 - A DESCRIPTION OF THE METHODS THAT WILL BE USED TO PROVIDE NUTRITION INFORMATION, DRUG AND OTHER HARMFUL SUBSTANCE ABUSE INFORMATION, PROMOTE BREASTFEEDING TO MEET SPECIAL

NUTRITION EDUCATION NEEDS, TO PROMOTE HEALTHY DIETARY HABITS AND GOOD HEALTH, AND TO UTILIZE APPROPRIATE SUPPLEMENTAL FOODS.

3. MANAGEMENT INFORMATION SYSTEMS

- A DESCRIPTION OF THE COLLECTION OF DATA FOR REPORTING PURPOSES, PROGRAM MANAGEMENT AND FUTURE NEEDS.

4. STAFFING & ORGANIZATION

- THE STATE PLAN DESCRIBES THE STATE AGENCY ORGANIZATION AND STAFFING;
- DESCRIBES THE AFFIRMATIVE ACTION PLAN, WHICH INCLUDES SPECIAL POPULATIONS, PLANS TO INITIATE AND EXPAND OPERATIONS, AND ACCESS TO PROGRAM SERVICES;
- AN ESTIMATE OF POTENTIALLY ELIGIBLE PERSONS;
- AND LISTS THE NAMES AND ADDRESSES OF LOCAL WIC AGENCIES.

5. ADMINISTRATIVE EXPENDITURES

- THE STATE PLAN DESCRIBES THE METHOD OF FUNDS DISTRIBUTION AND EXPENDITURES;
- DESCRIBES THE PROCUREMENT AND INVENTORY PROCEDURES;
- AND THE FINANCIAL MANAGEMENT SYSTEM

6. FOOD FUNDS MANAGEMENT

- DESCRIBES COST-SAVINGS MEASURES TO OPTIMIZE THE LEVEL OF SERVICES TO ELIGIBLE PERSONS.

7. CASELOAD MANAGEMENT

- THE STATE PLAN DESCRIBES THE ALLOCATION AND MONITORING OF CASELOAD;
- DESCRIBES METHODS FOR REACHING POTENTIAL ELIGIBLE PERSONS AND NOTIFICATION ON REGARDING THE AVAILABILITY OF SERVICES;
- DESCRIBES NETWORKING AND COORDINATION SYSTEM FOR REFERRALS TO OTHER PROGRAMS THAT MAY BENEFIT WIC PARTICIPANTS OR APPLICANTS;
- AND PROVIDES AN ESTIMATE OF STATEWIDE PARTICIPATION BY WOMEN, INFANTS & CHILDREN.

8. CERTIFICATION, ELIGIBILITY & COORDINATION

- THE STATE PLAN DESCRIBES UNIFORM CRITERIA FOR DETERMINATION OF ELIGIBILITY/INELIGIBILITY OF POTENTIAL PERSONS BASED ON INCOME, NUTRITIONAL RISK AND RESIDENCY REQUIREMENTS;
- DESCRIBES APPLICATION, CERTIFICATION AND NUTRITION EDUCATION COUNSELING PROCESS;
- DESCRIBES PLANS FOR PREVENTING AND DETECTING DUAL PARTICIPATION;
- DESCRIBES FAIR HEARING PROCEDURES FOR PARTICIPANTS AND ADMINISTRATIVE APPEAL PROCEDURES FOR LOCAL AGENCIES AND FOOD RETAILERS;
- AND DESCRIBES COORDINATION/COLLABORATION EFFORTS WITH OTHER PROGRAMS.

9. FOOD DELIVERY/FOOD INSTRUMENTS

- THE STATE PLAN DESCRIBES THE UNIFORM RETAIL PURCHASE FOOD DELIVERY SYSTEM FOR PARTICIPANTS TO RECEIVE SUPPLEMENTAL FOODS;
- DESCRIBES THE PROCESS FOR ISSUING FOOD INSTRUMENTS, PROCESSING, HANDLING, ACCOUNTABILITY & RECONCILIATION, FOOD RETAILER PAYMENTS, METHOD FOR ISSUING FOOD INSTRUMENTS, PROCESSING FOOD INSTRUMENTS, AND ACCOUNTABILITY OF FOOD INSTRUMENTS.

10. MONITORING & AUDITS

- THE STATE PLAN DESCRIBES THE METHOD FOR MONITORING LOCAL AGENCIES;
- AND DESCRIBES THE METHOD USED FOR STATE AUDITS.

11. CIVIL RIGHTS

- THE STATE PLAN DESCRIBES PROCEDURES FOR COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS;
- AND DESCRIBES PROCEDURES FOR HANDLING PROGRAM COMPLAINTS.

12. BUDGET

- THE STATE PLAN PROVIDES AN ESTIMATED BUDGET FOR EACH FISCAL YEAR SUBMISSION.